NDARD FORM NO. 64 Approved For Releas 2000/04/ A-RDP78-04004R000100100011-4 ffice Memorandum UNITED STATES GOVERNMENT

Executive Officer, Office of Security TO

8 JAN 1958

FROM:

Chief, Physical Security Division

SUBJECT:

Reports of Accomplishments Vis-a-Vis the T/O

The following is the report of the Physical Security Division for the month of December 1957:

> a. Reductions in T/O without curtailment of functions.

25X1A9a

was on TDY to the Office of Defense Mobilization. He returned 26 December 1957.

25X1A9a is on TDY to the Building for approximately 60 days.

Assumption of additional functions or duties without

increase in T/O. 25X1A9a

- 12% of his time was devoted to new building planning.

<u>25X1A9a</u>

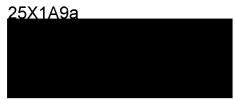
- 15% of his time was devoted to

new building planning.

(These figures are not representative of a typical month since one individual was absent on TDY and the urgency and volume of foreign and domestic support required the services of the remaining personnel normally assigned to the New Building Section.)

Postponement of any immediate operations or plans due to T/O limitations.

None.



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